

**Enrolled Minutes of the Twenty-fifth Regular or Special Meeting
For the Twenty-Seventh Highland Town Council
Regular Meeting
Monday, November 26, 2012**

Study Session. The Twenty-Seventh Town Council of the Town of Highland, Lake County, Indiana met in a study session preceding the regular meeting on Monday, November 26, 2012 at 6:44 o'clock P.M. in the regular place, the meeting chambers of the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana.

Silent Roll Call: Councilors Bernie Zemen, Mark Herak, Dan Vassar, Brian Novak and Konnie Kuiper were present. The Clerk-Treasurer, Michael W. Griffin was present to memorialize the proceedings. A quorum was attained.

General Substance of Matters Discussed.

1. The Town Council discussed the agenda of the imminent regular meeting.
2. The Town Council discussed an inquiry made by Tom Blaskovich, who was a beneficiary of the Woodward Avenue General Improvement District. Mr. Blaskovich had not responded to the notice of assessment on the basis of the insufficient quality of the contractor's work and what Mr. Blaskovich suggested was some unfinished or incomplete work.
3. The Town Council discussed the permissibility and merits of prohibiting Rottweiler or pit bull dogs in Highland.

The study session ended at 7:00 O'clock p.m.

Regular meeting. The Twenty Seventh Town Council of the Town of Highland, Lake County, Indiana met in its regular (rescheduled) session on Monday, November 26, 2012 at 7:01 O'clock P.M. in the regular place, the plenary meeting chambers of the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana.

The Council President Bernie Zemen presided and the Town Clerk-Treasurer, Michael W. Griffin, was present to memorialize the proceedings.

Councilor Mark Herak recited the Pledge of Allegiance to the Flag of the United States of America and offered a prayer.

Roll Call: Present on roll call were Councilors Bernie Zemen, Mark Herak, Dan Vassar, Konnie Kuiper and Brian Novak. The Clerk-Treasurer, Michael W. Griffin was present to memorialize the proceedings. A quorum was attained.

Additional Officials Present: Rhett L. Tauber, Town Attorney; John M. Bach, Public Works Director; Peter T. Hojnicky, Metropolitan Police Chief; Kenneth J. Mika, Building Commissioner; Alex M. Brown, CPRP, Parks and Recreation Superintendent; William R. Timmer, CFOD, and Cecile Petro, Redevelopment Director were present.

Also present: Ed Dabrowski IT Director (Contract) was also present.

Minutes of the Previous Meetings

The minutes of the regular meeting of November 12, 2012 were approved by general consent.

Special Orders:

1. **Public Hearing:** Proposed Additional Appropriations in Excess of the 2012 Budget **the Municipal Cumulative Capital Development Fund in the amount of \$57,000.**

- (a) Attorney verification of Proofs of Publication: (The TIMES 15 November 2012.) The Town Attorney reported that the proofs of publication were in compliance with IC 5-3-1.
- (b) **Public Hearing.** The Town Council President called the hearing to order. There were no comments written or spoken. The hearing was closed.
- (c) Action on **Appropriation Enactment No. 2012-52:** An Enactment Appropriating Additional Moneys in Excess of the 2012 Budget of the Additional Appropriations in Excess of the 2012 Budget **the Municipal Cumulative Capital Development Fund in the amount of \$57,000.**

Councilor Kuiper introduced and moved the consideration of Enactment No. 2012-52 at the same meeting of its introduction. Councilor Novak seconded. Upon a roll call vote, a unanimous vote being necessary, there were five affirmatives and no negatives. The motion passed. The enactment could be considered for action at the first meeting of its introduction.

Councilor Vassar moved the passage and adoption of Enactment No. 2012-52 at the same meeting of its introduction. Councilor Kuiper seconded. Upon a roll call vote, a two-thirds vote being necessary, there were four affirmatives and one negative. With Councilors Vassar, Novak, Kuiper and Zemen voting in the affirmative, and Councilor Herak voting in the negative, the motion passed. The enactment was adopted at the first meeting of its introduction.

Town of Highland
APPROPRIATION ENACTMENT
Enactment No. 2012-52

AN ENACTMENT APPROPRIATING ADDITIONAL MONEYS IN EXCESS OF THE ANNUAL BUDGET FOR THE MUNICIPAL CUMULATIVE CAPITAL DEVELOPMENT (MCCD) FUND, ALL PURSUANT TO I.C. 6-1.1-18, I.C. 36-5-3-5, ET SEQ.

WHEREAS, Following a public hearing advertised pursuant to I.C. 5-3-1, it has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget for the **Municipal Cumulative Capital Development Fund;**

WHEREAS, It has been determined that such additional appropriations as may be approved by this enactment, will not increase the levy set under I.C. 6-1.1-17, all pursuant to I.C. 36-5-3-5;

NOW, THEREFORE BE IT ENACTED by the Town Council of the Town of Highland, Lake County, Indiana, as follows:

Section 1. That for the expenses of said municipality, the following additional sums of money are hereby appropriated and ordered set apart out of the **Municipal Cumulative Capital Development Fund** and for the purposes herein specified, subject to the laws governing the same:

MUNICIPAL CUMULATIVE CAPITAL DEVELOPMENT FUND:

Increase the following Accounts:

Account No. 4XX.XX-XXXX Truck mounted Aerial Unit	\$ 50,000.00
Account No. 4XX.XX-XXXX Street Light Purchases	<u>\$ 7,000.00</u>
Total 400 Series:	<u>\$ 57,000.00</u>
 Total Increase for Fund:	 <u>\$ 57,000.00</u>

Section 2. That the Clerk-Treasurer is hereby authorized and instructed to inform the Indiana Department of Local Government Finance of this action and that these moneys be made available for expenditure **subject to an order** of the Commissioner, pursuant to IC 6-1.1-18.

Section 3. That in satisfaction and for the purposes of the provisions set out in I.C. 36-5-2-9.6, I.C. 36-5-3-5, I.C. 36-5-4-2, this enactment shall be deemed properly filed and introduced before the Town Council at a regular or special meeting, properly called and convened pursuant to I.C. 5-1.5-14 *et seq.*

Introduced and Filed on the 26th Day of November 2012. Consideration on the same day or at same meeting of introduction sustained a vote of 5 in favor and 0 opposed, pursuant to IC 36-5-2-9.8.

DULY ORDAINED, ENACTED AND ADOPTED this 26th Day of November 2012, by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 4 in favor and 1 opposed.

TOWN COUNCIL of the TOWN of

HIGHLAND, INDIANA

Bernie Zemen, President (IC 36-5-2-10)

ATTEST:

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM
Clerk-Treasurer (IC 33-16-4-1; IC 36-5-6-5)

Unfinished Business and General Orders:

1. **Proposed Ordinance No. 1526:** An Ordinance To Enact A Code Of Ordinances For The Town Of Highland, State Of Indiana, Revising, Restating, Arranging And Compiling Certain Existing General Ordinances Of The Town Of Highland Dealing With Subjects Embraced In Such Code Of Ordinances Into a Simplified Code, Without The Formal Recitals And Other Parts Of The Individual Ordinances, Making Such Code Positive Law Of The Municipality, and Declaring An Emergency, All Pursuant To IC 36-1-5 Et Seq.

Councilor Novak introduced and moved the consideration of Ordinance No. 1526 at the same meeting of its introduction. Councilor Kuiper seconded. Upon a roll call vote, a unanimous vote being necessary, there were five affirmatives and no negatives. The motion passed. The ordinance could be considered for action at the first meeting of its introduction.

Councilor Novak moved the passage and adoption of Ordinance No. 1526 at the same meeting of its introduction. Councilor Kuiper seconded. Upon a roll call vote, a two-thirds vote being necessary, there were five affirmatives and no negatives. The motion passed. The ordinance was adopted at the first meeting of its introduction.

**ORDINANCE No. 1526
of the
TOWN of HIGHLAND, INDIANA**

AN ORDINANCE to ENACT A CODE of ORDINANCES for the TOWN of HIGHLAND, STATE of INDIANA, REVISING, RESTATING, ARRANGING AND COMPILING CERTAIN EXISTING GENERAL ORDINANCES of the TOWN of HIGHLAND DEALING with SUBJECTS EMBRACED IN SUCH CODE of ORDINANCES into a SIMPLIFIED CODE, WITHOUT the FORMAL RECITALS and OTHER PARTS of the INDIVIDUAL ORDINANCES, MAKING SUCH CODE POSITIVE LAW of the MUNICIPALITY, and DECLARING an EMERGENCY, ALL PURSUANT TO IC 36-1-5 ET SEQ.

WHEREAS, Title 36, Article 1, Chapter 5 of the Indiana Code provides that the legislative body of a unit **shall** codify, revise, rearrange, or compile the ordinances of the unit into a complete, simplified code excluding formal parts of the ordinances;

WHEREAS, The legislative body of this unit, the Town of Highland, is the Town Council, pursuant to IC 36-1-2-9(5) and IC 36-5-2-2;

WHEREAS, The present general and permanent ordinances of the Town of Highland, formally codified in 1983 and again in 2000, are inadequately arranged and classified and are insufficient in form and substance for the complete preservation of the public peace, health safety and general welfare of the municipality and for the proper conduct of its affairs; and

WHEREAS, The Clerk-Treasurer, as clerk of the legislative body, executed the authorization of the Town Council, evidenced by its adoption or Works Board Order No. 2010-03, adopted January 13, 2012 to select a new commercial codifier and to cause a new code to be compiled; and

WHEREAS, The Town Council, is persuaded that it is necessary to provide for the usual daily operation of the municipally and for the immediate preservation of the public peace, health, safety and general welfare of the municipality that this ordinance take effect at date as soon as reasonably possible and consistent with Indiana Law; and

WHEREAS, In furtherance of this, it would be and is in the best interest of the Town of Highland to provide for a new Highland Municipal Code;

NOW, THEREFORE, BE IT HEREBY ORDAINED BY the Town Council of the Town of Highland, Lake County, Indiana, as follows:

Section 1. That the general ordinances of the Town of Highland as revised, amended, restated, codified and complied in book form are hereby adopted as and shall constitute the Code of Ordinances of the Town of Highland, Lake County, Indiana.

Section 2. That such Code of Ordinances as adopted in Section 1 shall consist of the following Titles:

Title 1:	General Provisions
Title 2:	Administration and Personnel
Title 3:	Revenue and Finance
Title 4:	(Reserved)
Title 5:	Business Licenses and Regulations
Title 6:	Animals
Title 7:	(Reserved)
Title 8:	Streets, Public Ways, and Sanitation (Solid Waste)
Title 9:	Public Safety, Peace, <orals and Welfare
Title 10:	Vehicles and Traffic
Title 11:	Culture and Recreation
Title 12:	Municipal Utilities and Environment
Title 13:	(Reserved)
Title 14:	Planning & Development
Title 15:	Buildings and Construction
Title 16:	(Reserved)
Title 17:	Subdivisions
Title 18:	Zoning
	Court Orders
	Special Regulations
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Section 3. That all prior ordinances pertaining to the subjects treated in such Code of Ordinances shall be deemed repealed from and after the effective date of this ordinance except as they are included and re-ordained in whole or in part in such Code, provided:

- (a) such repeal shall not affect any offense committed or penalty incurred or any right established prior to the effective date of this ordinance;
- (b) nor shall such repeal affect the provisions of ordinances levying taxes, appropriating money, annexing or detaching territory, establishing franchises, or granting special rights to certain persons, authorizing public improvements, authorizing the issuance of bonds or borrowing of money, authorizing the purchase or sale of real or personal property, granting or accepting easements, plat or dedication of land to public use, vacating or setting the boundaries of streets or other public ways or places;
- (c) nor shall such repeal affect any other ordinance of a temporary nature or pertaining to subjects not contained in or covered by the Code.
- (d) nor shall such repeal affect provisions set forth in Ordinances Nos. 1523 and 1525, which were adopted after the last compilation date of September XX, 2012 but before the formal adoption of the code.
- (e) nor shall such repeal apply to any ordinances of a general and permanent nature and pertaining to a subject or subjects contained in or covered by the Code, that were passed and adopted from and after January 22, 2001, and up to and until the passage and adoption of this ordinance.

Section 4. That where necessary, the Clerk-Treasurer is authorized and instructed to communicate with the codifier to assign any ordinances of a general and permanent nature and pertaining to a subject or subjects contained in or covered by the Code, that were passed and adopted from and after January 22, 2001 and up to and until the passage and adoption of this ordinance to the appropriate Title and section in the code herein adopted, according to its numbering and citation protocols, within a timetable that the Clerk-Treasurer determines to be reasonable.

Section 5. That those provisions of the Code adopted by Section 1 of this ordinance for which a penalty specifically attaches are a restatement or reenactment of the original ordinances or amendment thereof all pursuant to IC 36-1-5-6.

Section 6. That such code shall be deemed published as of the day of its adoption and approval by the Town Council of the Town of Highland and the Clerk-Treasurer is hereby authorized and instructed to file a copy of such Code of Ordinances in the Office of the Clerk-Treasurer, all pursuant to IC 36-5-2-10.

Section 7. That the Town Council may incorporate by reference into an ordinance or code any material. The ordinance or code must state that two (2) copies of the material are on file in the office of the clerk for the legislative body for public inspection, and the copies must be on file as stated for public inspection, pursuant to IC 36-1-5-4.

Section 8. That the Code adopted by Section 1 this ordinance shall be in full force and effect as provided in Section 9, and such Code shall be presumptive evidence in all courts and places of the ordinance and all provisions, section, penalties and regulations therein contained and of the date of passage, and that the same is properly signed, attested, recorded and approved and that any public hearings and notices thereof as required by law have been given, all pursuant to IC 36-1-5-5.

Section 9. That this ordinance is declared to be an emergency measure necessary for the immediate preservation of the peace, health, safety and general welfare of the people of this municipality, and shall take effect at the earliest date provided by law.

Introduced and Filed on the 26th day of November 2012. Consideration on same day or at same meeting of introduction sustained a vote of 5 in favor and 0 opposed, pursuant to IC 36-5-2-9.8.

DULY ORDAINED and ADOPTED this 26th Day of November 2012, by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 5 in favor and 0 opposed.

**TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA**

Bernie Zemen, President (IC 36-5-2-10)

Attest:

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM
Clerk-Treasurer (IC 33-16-4-1; IC 36-5-6-5)

2. **Proposed Ordinance No. 1527:** An Ordinance to Amend the Compensation, Benefits and Personnel Program of the Municipality, to be known as the Compensation and Benefits Ordinance and Repealing Prior Ordinances and Enactments in Conflict Therewith, Pursuant to IC 36-1-3 and other relevant Statutes, particularly regarding the Time of enrollment in the Group health/Medical Insurance Plan for certain Personnel, and Affirming the Plan Provider.

Councilor Kuiper introduced and moved the consideration of Ordinance No. 1527 at the same meeting of its introduction. Councilor Novak seconded. Upon a roll call vote, a unanimous vote being necessary, there were five affirmatives and no negatives. The motion passed. The ordinance could be considered for action at the first meeting of its introduction.

Councilor Herak moved the passage and adoption of Ordinance No. 1527 at the same meeting of its introduction. Councilor Novak seconded. Upon a roll call vote, a two-thirds vote being necessary, there were five affirmatives and no negatives. The motion passed. The ordinance was adopted at the first meeting of its introduction.

**ORDINANCE NO. 1527
OF THE
TOWN OF HIGHLAND, INDIANA**

AN ORDINANCE TO AMEND THE COMPENSATION, BENEFITS AND PERSONNEL PROGRAM OF THE MUNICIPALITY, TO BE KNOWN AS THE COMPENSATION AND BENEFITS ORDINANCE AND REPEALING PRIOR ORDINANCES AND ENACTMENTS IN CONFLICT THEREWITH, PURSUANT TO IC 36-1-3 AND OTHER RELEVANT STATUTES, PARTICULARLY REGARDING THE TIME OF ENROLLMENT IN THE GROUP HEALTH/MEDICAL INSURANCE PLAN FOR CERTAIN PERSONNEL, AND AFFIRMING THE PLAN PROVIDER.

WHEREAS, The Town Council is the fiscal and legislative body of the Town of Highland;

WHEREAS, IC 36-1-3-2 confers upon all local units the powers that they need for the effective operation of government as to local affairs;

WHEREAS, IC 36-1-3-6 (b)(1) prescribes that any such exercise of power shall be authorized through enactment of an ordinance passed by the legislative body; and

WHEREAS, IC 36-1-4, sections 14 and 15 provide in pertinent parts for the establishment of a system of employment for any class of employee and for fixing the level of compensation of its officers and employees; and

WHEREAS, IC 5-10 in several pertinent chapters further authorizes Indiana political subdivisions to participate in and provide for certain compensation plans, and group benefits for its public workforce and officers, some of which have been duly adopted and established by ordinance of the Town; and

WHEREAS, IC 36-5, Chapters 3 and 4 provide additional authority and guidelines for fixing the level of compensation of officers and employees in towns; and

WHEREAS, The Town Council has determined that an amendment of a program for compensation, benefits and personnel management for its public workforce, particularly regarding use of personal property of the municipality, consistent with Indiana Statutes, would be of benefit to support and carryout the public purposes of the municipality; and

WHEREAS, The Town Council now desires to make such an amendment;

NOW, THEREFORE, BE IT HEREBY ORDAINED BY the Town Council of the Town of Highland, Lake County, Indiana, as follows:

Section 1. That the established compensation, benefits and personnel program of the municipality pursuant to and consistent with the provisions of the relevant governing law, is found and determined to require certain modification;

Section 2. That the ordinance, with the short title styled as styled as the "Compensation and Benefits Ordinance", is hereby amended by repealing Section 6.03.03 in its entirety;

Section 3. That the ordinance, with the short title styled as styled as the "Compensation and Benefits Ordinance", is hereby amended inserting a new section to be numbered Section § 6.03.03 entitled as Health Savings Accounts, which shall read as follows:

§ 6.03.03 Health Savings Accounts (HSA Accounts)

The Town of Highland will provide a HIGH DEDUCTIBLE option in its group health insurance to support worker establishment of a *Health Savings Account* pursuant to and as outlined in the relevant sections of the Internal Revenue Code. The plan option will only be available to full-time employees and the Clerk-Treasurer who may elect the higher deductible option for the group health insurance plan. The Town of Highland as employer will make a financial contribution to the individual health saving account of the employee or Clerk-Treasurer that elects to participate. The employee or Clerk-Treasurer must not be covered by any other group health insurance plan. Details of the plan shall be maintained as a plan document and retained on file. The financial contribution will be paid in quarterly installments and be based upon the high deductible group health plan elected by the participating employee or Clerk-Treasurer as follows:

Group Health Insurance High Deductible (HSA) Plan

	Employer Quarterly Contribution	Annualized
Employee Single Coverage	\$ 225.00	\$900.00
Employee With Children	429.50	\$1,718.00
Employee With Spouse	452.25	\$1,809.00
Family Coverage with Spouse and Children	655.75	\$2,623.00

Section 4. That amendments adopted by the passage of this ordinance, in its substantive parts shall be compiled into a complete and simplified version, excluding its preambles or formal recitals, featuring a cover and brief narratives regarding the municipality and inserted in to a presented in handbook or similar form, to be distributed to employees and officers of the municipality and may be referred to as the Employee Handbook;

Section 5. That this ordinance is to be construed as a companion ordinance complimentary to any ordinance passed from time to time establishing wages and rates of pay and known as the salary ordinance;

- (a) That this ordinance shall be effective to the extent that it is not in conflict with Federal or State law;
- (b) That all other ordinances, enactments and resolutions related to the subject matter of this ordinance and not in conflict with its provisions, and the enabling instruments dealing with public employee retirement plans, remain in full force and effect, particularly but not limited to the provisions of Enactment No. 2012-33, setting the Wellness Plan for 2012-2013 and particularly affecting Section §6.03.04 styled as *Employee Contributions for Certain Group Insurance Premiums*, remain in full force and effect and the Enactment is attached as an exhibit for ease of review;
- (c) That all other ordinances and resolutions in conflict with the provisions of this ordinance are hereby repealed and have no further force or effect;

Section 6. Provider. That the Highland Town Council hereby affirms its participation in the IACT Medical Trust to provide group medical and life insurance plans for the full-time workforce and the Clerk-Treasurer and their dependents. That effective for January 1, 2013, and thereafter unless the Town Council shall take action otherwise, the plans that shall be available for the Town of Highland shall be Group Plan B and Group Plan F of the IACT Medical Trust, details of which are on file and may be reviewed;

Section 7. That this ordinance shall become and remain in full force and effect from and after the date of its passage and adoption upon its signature by the executive as attested thereto by the clerk-treasurer, in the manner prescribed by IC 36-5-2-10(a).

Introduced and Filed on the 26th day of November 2012. Consideration on same day or at same meeting of introduction experienced a vote of 5 in favor and 0 opposed, pursuant to IC 36-5-2-9.8.

DULY ORDAINED and ADOPTED this 26th Day of November 2012, by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 5 in favor and 0 opposed.

TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA

Bernie Zemen, President (IC 36-5-2-10)

Attest:

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM
Clerk-Treasurer (IC 33-16-4-1;IC 36-5-6-5)

EXHIBIT OF COMPANION ENACTMENT

Town of Highland
Enactment (ordinance)
Enactment No. 2012-33

AN ENACTMENT AUTHORIZING and APPROVING A WELLNESS INITIATIVE FOR THE MUNICIPAL WORKFORCE the HEALTH and WELLNESS PROGRAM OF THE IACT MEDICAL TRUST, FOR ITS PARTICIPATING MEMBERS, ESTABLISHING A LIMITED GROUP HEALTH AND WELLNESS BENEFIT FOR MUNICIPAL EMPLOYEES AND THEIR COVERED SPOUSES, AND ESTABLISHING A COMPENSATORY INCENTIVE UNDER THE TERMS OF THE COMPENSATION AND BENEFITS ORDINANCE, PURSUANT TO IC 36-1-3 AND OTHER RELEVANT STATUTES.

WHEREAS, The Town Council is the fiscal and legislative body of the Town of Highland;

WHEREAS, IC 36-1-3-2 confers upon all local units the powers that they need for the effective operation of government as to local affairs;

WHEREAS, IC 36-1-3-6 (b)(1) prescribes that any such exercise of power shall be authorized through enactment of an ordinance passed by the legislative body; and

WHEREAS, IC 36-1-4, sections 14 and 15 provide in pertinent parts for the establishment of a system of employment for any class of employee and for fixing the level of compensation of its officers and employees; and

WHEREAS, IC 5-10-8 further authorizes Indiana political subdivisions to participate in and provide for certain compensation plans, and group benefits for its public workforce and officers, some of which have been duly adopted and established by ordinance of the Town; and

WHEREAS, IC 36-5, Chapters 3 and 4 provide additional authority and guidelines for fixing the level of compensation of officers and employees in towns; and

WHEREAS, The Town Council has determined that the establishment of a program for Health and Wellness services for its public workforce, consistent with Indiana Statutes, would be of benefit to support and carryout the public purposes of the municipality; and

WHEREAS, The Town Council now desires to authorize and establish such a program for medical infertility services for its public workforce on a limited basis;

NOW, THEREFORE, BE IT HEREBY ENACTED AND ORDAINED BY the Town Council of the Town of Highland, Lake County, Indiana, as follows:

Section 1. That there is established for the municipality a program for Health and Wellness services for its public workforce pursuant to and consistent with the provisions of the relevant governing law;

Section 2. That *Franciscan Working Well*, has presented a proposal to operate and provide a program of health and wellness services to the Town of Highland's municipal workforce and covered spouses, who are enrolled in either the PPO or the HDHP of the United Health Care group medical insurance plan, in which *Franciscan Working Well* will provide delivery of wellness services, particularly in performing health and wellness education sessions, preventative screenings, and related services, subject to a co-pay or an hourly fee, for the primary covered employee and the covered spouse, to be paid by the local government;

Section 3. That the Town Council further hereby authorizes and approves the payment of the identified individual session fee, as part of the program, in an amount not to exceed \$250 per class, to be available to every covered employee and spouse covered by the group health plan, who also participates in the **health and wellness education sessions**, and finds and determines the session cost to be a fee to be paid on behalf of the participants in the group health plan as employees by the Town of Highland as employer;

Section 4. That the Town Council further hereby authorizes and approves the payment of the identified co-payment, as part of the program, in an amount not to exceed \$30, for every covered employee and spouse covered by the group health plan, who also participates in the **bone density screenings**, and finds and determines the co-payment to be a fee to be paid on behalf of the participants in the group health plan as employees by the Town of Highland as employer;

Section 5. That the Town Council further hereby authorizes and approves the payment of the identified hourly fee, as part of the program, in an amount not to exceed \$120 (per hour) per health fair staff, for a program to be available for every covered employee and spouse covered by the group health plan, such program to be called the "**Know Your**

Numbers” mini health fair, and finds and determines the hourly cost to be a fee to be paid on behalf of the participants in the group health plan as employees by the Town of Highland as employer;

Section 6.(A) That the source of the funding for this program shall be the properly identified appropriation in Office of the Town Council in the Corporation General Fund which is established to support wellness expenses.

(B) That the Clerk-Treasurer shall take the steps necessary to carry out the administration of this program from the fund and account identified herein, including causing any additional appropriations hearing(s) that may be necessary, and properly encumbering the amount of money necessary to cover the liability likely to be incurred under the terms of this ordinance.

(C) That the payment of the fee by the municipality for the covered spouse of a covered employee and the Clerk-Treasurer is subject to sufficiency of appropriations available for expenditure pursuant to I.C. 6-1.1-18.

Section 7.(A) That in order to incentivize and encourage greater participation by the employees of the municipality, a financial incentive as described in subdivision (B) and (D) of this section shall be authorized;

(B) That the provisions of the Compensation and Benefits Ordinance commonly known as the Municipal Employees handbook, particularly Section §6.03.04 is hereby amended to read as follows:

§ 6.03.04 Employee Contribution for Certain Group Insurance Premiums

All full-time employees and the Clerk-Treasurer shall share the cost of the group health premium, which are to be paid through a salary reduction (payroll deduction) taken as a pre-tax payment according to the terms of a duly authorized IRC Section 125 Plan for the Town of Highland. The amount of the shared premium shall be fixed by ordinance as may be passed from time to time. All employees and elected officers may elect to include dependents under their group coverage.

All full-time employees and the Clerk-Treasurer who elect to participate in the group health insurance shall pay the identified share of the group premium based upon the type of enrolled coverage selected by the employee or the clerk-treasurer for the duration of such coverage. The identified share of the group premium will be calculated as a percentage share of the annual gross base wage or salary of the covered employee, excluding longevity or overtime and then fixed as a flat amount to be paid bi-weekly, according to the following schedule:

Employee Share of Health Insurance Premium

Employee Single Coverage	1% of Base Pay
Employee With Children	2% of Base Pay
Employee With Spouse	2% of Base Pay
Family Coverage with Spouse and Children	3% of Base Pay

Participants in the Town of Highland Wellness Program. All full-time employees and the Clerk-Treasurer who elect to participate in the group health insurance and who have **completed the online health risk assessment (HRA), obtained a medical preventative exam with all age-appropriate testing, and have participated in one (1) Town-sponsored wellness event**, shall pay the identified share of the group premium based upon the type of enrolled coverage selected by the employee or the clerk-treasurer for the duration of such coverage, **at a reduced rate for coverage in the year 2013**. The identified share of the group premium will be calculated as a percentage share of the annual gross base wage or salary of the covered employee, excluding longevity or overtime and then fixed as a flat amount to be paid bi-weekly, according to the following schedule:

**Employee Share of Health Insurance Premium
for Biometric Screening Participants**

Employee Single Coverage	.5% of Base Pay
Employee With Children	1.5% of Base Pay
Employee With Spouse	1.5% of Base Pay
Family Coverage with Spouse and Children	2.5% of Base Pay

(C) That the reduced employee group health premium shall be effective and apply to all paydays occurring on or from January 1, 2013 and before January 1, 2014. The amendment to Section 6.03.04 of the Compensation and Benefits Ordinance shall be expire on January 1, 2014. For those employees who received this reduction in a previous year which but for this enactment would be expiring, they are eligible to maintain the reduction provided they participate in the wellness program described in and authorized by this enactment.

(D) That any covered employee that participates in the Corporate Fit Program, offered in conjunction with Highland Parks and Recreation, is eligible to compete for any or all of the following monetary incentive awards, subject to taxation, after full completion of the program:

- a. Challenge Champs – team with the highest percentage of weight lost in total. Each team member will be eligible for a \$50 incentive.
- b. Consistency Champs – team with the highest average of physical activity minutes per day. Each team member will be eligible for a \$100 incentive.
- c. Inchworm Champs – team with the highest total number of inches lost. Each team member will be eligible for a \$50 incentive.

Section 8. Subject to the approving action of the Highland Park and Recreation Board, all covered employees who elect to participate in the wellness program will be eligible to obtain an individual membership at the Highland Parks & Recreation Fitness Center at a modified fee to provide further incentive to participation in the IACT Medical Trust Wellness Program.

Section 9. That this enactment is to be construed as a companion enactment complimentary to any ordinance or enactment passed from time to time establishing compensation and benefits, known as the Compensation and Benefits Ordinance and commonly promulgated as the Municipal Employees Handbook;

- (A) That this enactment shall be effective to the extent that it is not in conflict with Federal or State law;
- (B) That all other ordinances, enactments and resolutions related to the subject matter of this enactment and not in conflict with its provisions, remain in full force and effect;

Section 10. That this authorization shall be construed as an elective group benefit and not an entitlement;

Section 11. That this enactment shall become and remain in full force and effect from and after the date of its passage and adoption upon its signature by the executive as attested thereto by the clerk-treasurer, in the manner prescribed by IC 36-5-2-10(a).

Introduced and Filed on the 13th day of August 2012. Consideration on same day or at same meeting of introduction experienced a vote of 5 in favor and 0 opposed, pursuant to IC 36-5-2-9.8.

DULY ORDAINED and ADOPTED this 13th Day of August 2012, by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 5 in favor and 0 opposed.

**TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA**

Bernie Zemen, President (IC 36-5-2-10)

Attest:

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM
Clerk-Treasurer (IC 33-16-4-1; IC 36-5-6-5)

3. **Proposed Appropriation Enactment No. 2012-53:** An Enactment Appropriating Additional Monies in Excess of the Annual Budget From Monies Received as a Grant from the State or Federal Government, pursuant to i.c. 6-1.1-18-7.5, i.c. 36-5-3-5 et seq., in the amount of \$5,618.86.

Councilor Novak introduced and moved the consideration of Enactment No. 2012-53 at the same meeting of its introduction. Councilor Vassar seconded. Upon a roll call vote, a unanimous vote being necessary, there were five affirmatives and no negatives. The motion passed. The ordinance could be considered for action at the first meeting of its introduction.

Councilor Novak moved the passage and adoption of Enactment No. 2012-53 at the same meeting of its introduction. Councilor Herak seconded. Upon a roll call vote, a two-thirds vote being necessary, there were five affirmatives and no negatives. The motion passed. The enactment was adopted at the first meeting of its introduction.

**TOWN OF HIGHLAND
APPROPRIATION ENACTMENT
ENACTMENT NO. 2012-53**

An Enactment Appropriating Additional Monies in Excess of the Annual Budget From Monies Received as a Grant from the State or Federal Government, pursuant to i.c. 6-1.1-18-7.5, i.c. 36-5-3-5 et seq.

WHEREAS, IC 6-1.1-18-7.5 provides that notwithstanding any other law, the appropriating body of a political subdivision may appropriate any funds received as a grant from the state or the federal government without using the

additional appropriation procedures under IC 6-1.1-18-5, if the funds are provided or designated by the state or the federal government as a reimbursement of an expenditure made by the political subdivision;

WHEREAS, The Town Council has been informed of the receipt of funds from a grant of the **Federal High Intensity Drug Traffic Area**, particularly represented on Clerk-Treasurer's receipt numbers 122036, 123281, and 123959, in the total amount of **\$ 5,618.86** as reimbursement in support of overtime costs for detailed personnel and certain equipment maintenance;

WHEREAS, The Town Council has been further informed that these funds were provided or designated by the state or the federal government as a reimbursement of an expenditure made by the political subdivision;

NOW, THEREFORE BE IT ENACTED by the Town Council of the Town of Highland, Lake County, Indiana, as follows:

Section 1. That for the actual overtime personnel expenses of said municipality related to the Domestic Highway Enforcement Initiative (DHE) funded by **Federal High Intensity Drug Traffic Area** to reimburse the municipality for its actual over time expenses incurred by the assigned person, or for equipment maintenance, the following additional sums of money, received as a grant from the state or the federal government and designated as a reimbursement of an expenditure made by the political subdivision, are hereby appropriated and ordered set apart out of the funds herein named:

CORPORATION GENERAL FUND

Metropolitan Police Department

Increase Account: #111.30 Sworn Overtime	<u>\$ 4,184.73</u>
Total 100 Series Increases	\$ 4,184.73
Increase Account: #360.01 Equipment Maintenance	<u>\$ 1,434.13</u>
Total 100 Series Increases	\$ 1,434.13

Total of All Fund Increases: \$ 5,618.86

Section 2. That in satisfaction and for the purposes of the provisions set out in I.C. 36-5-2-9.6, I.C. 36-5-3-5, I.C. 36-5-4-2, this enactment shall be deemed properly filed and introduced before the Town Council at a regular or special meeting, properly called and convened pursuant to I.C. 5-1.5-14 *et seq.*

Introduced and Filed on the 26th day of November 2012. Consideration on same day or at same meeting of introduction sustained a vote of 5 in favor and 0 opposed, pursuant to IC 36-5-2-9.8.

DULY ENACTED AND ADOPTED this 26th Day of November 2010, by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 5 in favor and 0 opposed.

**TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA**
Bernie Zemen, President (IC 36-5-2-10)

Attest:

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM
Clerk-Treasurer (IC 33-16-4-1; IC 36-5-6-5)

4. **Works Board Order No. 2012-42:** An Order Declaring a Unique Opportunity and Finding for a Special Purchase Pursuant to §31.20 (I)(6) of the Highland Municipal Code and Approving and Authorizing the Purchase of One (1) Used 2007 Ford F450 XL Super Duty 4 x 4 Truck equipped with ETI ETC355NT Aerial Unit from Runnion Equipment Company in the Amount of \$49,900.

With leave from the Town Council, a colloquy occurred between Councilor Herak and the Public Works Director regarding the merits of the purchase, and whether a joint community purchase would be more desirable.

Councilor Kuiper moved the passage and adoption of Works Board Order No. 2012-42. Councilor Vassar seconded. Upon a roll call vote, there were four affirmatives and one negative. With Councilors Vassar, Novak, Kuiper and Zemen voting in the affirmative, and Councilor Herak voting in the negative, the motion passed. The order was adopted.

AN ORDER DECLARING A UNIQUE OPPORTUNITY AND FINDING FOR A SPECIAL PURCHASE PURSUANT TO §31.20 (I)(6) OF THE HIGHLAND MUNICIPAL CODE AND APPROVING AND AUTHORIZING THE PURCHASE OF ONE (1) USED 2007 FORD F450 XL SUPER DUTY 4 X 4 TRUCK EQUIPPED WITH ETI ETC355NT AERIAL UNIT FROM RUNNION EQUIPMENT COMPANY IN THE AMOUNT OF \$49,900

Whereas, The Town of Highland, Department of Public Works (Department), as a part of its public duties, has responsibility for tree maintenance of the public ways; for the installation of flags, banners, and semaphores; for street light maintenance; and for other purposes that require aerial access; and

Whereas, The Department has determined a need to acquire a truck-mounted aerial unit as means to effectively carry out its missions as stated herein, which will result in cost and time savings for the department and has conducted a comprehensive search for a used unit that would adequately meet those needs; and

Whereas, The Department has solicited a quote from Runnion Equipment Company, 7950 West 47th Street, Lyons, Illinois, a vendor that specializes in the sales and service of truck-mount aerial units, for one (1) Used 2007 Ford F450 XL Super Duty 4 x 4 Truck equipped with ETI ETC355NT Aerial Unit in the Amount of \$49,900; and

Whereas, The Department has evaluated the proposed unit; investigated other opportunities for the purchase of a used truck-mounted aerial unit; believes that the price of the unit accurately reflects its market value; and determined that the acquisition represents a "unique opportunity" pursuant to §31.20 (I)(6) of the Highland Municipal Code; and

Whereas, the Town Council, as the Works Board of the Municipality, pursuant to §31.17(A)(1) of the HMC serves as purchasing agency for the Public Works Department; and

Whereas, the purchase price exceeds \$10,000.00, and, pursuant to §31.18(C) of the HMC requires the express approval of the purchasing agency; and

Whereas, the purchase will be supported, in part, by the Municipal Cumulative Capital fund and there is sufficient appropriation in order to support the purchase; and

Whereas, the Town Council now desires to approve and authorize the Public Works Director to complete the purchase pursuant to the terms stated herein.

Now Therefore Be it Resolved by the Town Council of the Town of Highland, Lake County, Indiana;

Section 1. That there exists a Unique Opportunity to obtain used "Bucket Truck" in reasonably good condition at substantial savings to the Town, as compared to a new unit and, pursuant to §31.20 (I)(6) of the Highland Municipal Code, determines that this purchase constitutes a "special purchase", precluding the need to solicit competitive quotes or proposals;

Section 2. That the quote of Runnion Equipment Company is hereby accepted in the amount of Forty-nine Thousand, Nine Hundred Dollars and no Cents (\$49,900.00) for the purchase of Used 2007 Ford F450 XL Super Duty 4 x 4 Truck equipped with ETI ETC355NT Aerial Unit;

Section 3. That the Public Works Director is hereby authorized to issue a purchase order to Runnion Equipment Company and to execute all documents necessary to implement the purchase thereof;

Section 4. That the Municipal Fiscal Officer is hereby authorized to expend MCCD funds in order to support and implement the purchase.

Be it So Ordered.

Duly Passed and Ordered by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board, this 26th day of November, 2012 having passed by a vote of 4 in favor and 1 opposed.

**TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA**

Bernie Zemen, President (IC 36-5-2-10)

Attest:

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM
Clerk-Treasurer (IC 33-16-4-1; IC 36-5-6-5)

5. **Works Board Order No. 2012-43:** An Order Finding and Determining Certain Special Circumstances sufficient to permit the Waiver and Release of Certain Interest and Penalties for Assessments Associated with a General Improvement District, all undertaken pursuant to IC 36-9-17; IC 36-9-36 AND IC 36-9-37.

Councilor Kuiper moved the passage and adoption of Works Board Order No. 2012-43. Councilor Herak seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The order was adopted.

THE TOWN of HIGHLAND
ORDER of the WORKS BOARD NO. 2012-43

AN ORDER FINDING and DETERMINING CERTAIN SPECIAL CIRCUMSTANCES SUFFICIENT to PERMIT the WAIVER and RELEASE OF CERTAIN INTEREST and PENALTIES for ASSESSMENTS ASSOCIATED WITH A GENERAL IMPROVEMENT DISTRICT, ALL UNDERTAKEN PURSUANT TO IC 36-9-17; IC 36-9-36 and IC 36-9-37

Whereas, Pursuant to IC 36-1-2-24, the Town Council for the Town of Highland is the Works Board of the Municipality and as such provides through its street division of the Public Works Department for the construction and maintenance of Streets, Sidewalks and curbs;

Whereas, Pursuant to Ordinance No. 1084, adopted on March 23, 1998, the Town has established a Municipal General Improvement Fund to provide monies to construct, repair, reconstruct or improve certain streets, alleys, sidewalks, curbs, gutters and sewers within the Town, according to the provisions set forth in IC 36-9-17 et seq.; and

Whereas, The Town of Highland has undertaken a series of public improvement projects in which the cost for curb and sidewalk replacement has been ordered paid by the benefitting property owners based upon front footage of their property through a special assessment pursuant to the special general improvement statutes and has particularly financed the portion of the cost of such projects relating to reconstruction of curbs and sidewalks (each such portion of a project, an "Improvement") through the Municipal General Improvement Fund, all pursuant to IC 36-9-17, IC 36-9-36 and IC 36-9-37; and

Whereas, From time to time in the course of employing this method of production and financing of public improvements, some adjoining property owners subject to the assessments duly imposed and fixed, experience compliance delay or default as defined in the Improvement statutes but present sufficiently extenuating circumstances that appeal to the works board to mitigate the ordinary policy objects and purposes associated with assessment collection and enforcement, supporting the waiver and release of penalties and fees in those cases; and

Whereas, The Highland Town Council, acting as the Works Board of the Town, having received an appeal from a property owner subject to the assessments duly imposed and fixed, who has experienced compliance delay or default as defined in the Improvement statutes and such appeal having asserted certain circumstances supporting the partial waiver and release of penalties and fees in those cases now desires to authorize, approve and order such waivers and releases,

Now Therefore Be it hereby Ordered by the Town Council of the Town of Highland, Lake County, Indiana:

Section 1. That the Town Council now finds and determines:

- (a) That **the property of James and Clara Piccirilli** is subject to assessments duly imposed and fixed for the *Woodward Avenue General Improvement District* for a property commonly identified as 8722 Woodward Avenue, Highland;
- (b) That **James Piccirilli**, in a telephone conversation with the Town Clerk-Treasurer on November 21, 2012, reported that he was in the process of a personal reorganization, has asserted certain circumstances supporting the partial waiver and release of penalties and fees associated with the terms of the Woodward Avenue General Improvement District and hereby orders the release and waiver of such fees as follows:
- (c) That the property of James and Clara Piccirilli, located at 8722 Woodward Avenue, Highland has a total principal liability of \$2,152.50, which will be subject to the delinquency reporting process;
 - (1) That penalties are hereby fully waived by the amount of one hundred seven dollars and sixty-three cents (\$107.63);
 - (2) That the accrued interest is hereby fully waived by the amount of one hundred fifty dollars and sixty-eight cents (\$150.68);

Section 2. That the Town Council now finds and determines that the Clerk-Treasurer has fully complied with the collection duties associated with these improvement assessments, pursuant to the provisions set out in IC 36-9-36 and IC 36-9-37 and is hereby instructed and authorized to take all such steps to carry-out the objects and purposes of this order, including the release of any related liens held in the name of the Town of Highland upon satisfaction of any outstanding assessment balances.

Be it So Ordered.

DULY, PASSED, ADOPTED and ORDERED by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board, this 26th day of November 2012 having passed by a vote of 5 in favor and 0 opposed.

**WORKS BOARD of the TOWN of
HIGHLAND, INDIANA**

Bernie Zemen, President (IC 36-5-2-10)

Attest:

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM
Clerk-Treasurer (IC 33-16-4-1; IC 36-5-6-5)

6. **Works Board Order No. 2012-44:** An Order Of The Works Board Approving And Authorizing The Second Extension of An Agreement For Prompt Medical Transportation, Inc., Service Contract.

Councilor Vassar moved the passage and adoption of Works Board Order No. 2012-44. Councilor Novak seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The order was adopted.

**The Town of Highland
Board of Works
Order of the Works Board No. 2012-44**

**AN ORDER OF the WORKS BOARD APPROVING AND AUTHORIZING THE SECOND EXTENSION OF AN
AGREEMENT FOR PROMPT MEDICAL TRANSPORTATION, INC., SERVICE CONTRACT.**

WHEREAS, The Towns of Highland and Munster (TOWNS) received bids in 2004 for the provision of emergency ambulance services, and on January 10, 2005 accepted and awarded the bid as being the lowest responsible bidder to Prompt Medical Transportation, Inc. (PROMPT); and

WHEREAS, The Town Council, acting as the Board of Works for the Town of Highland, pursuant to I.C. 5-22-17-4, desires to concur with the Town of Munster and desires to extend the contract for the provision of emergency ambulance service in accordance with Section KK of the contract; and

WHEREAS, The Munster Board of Safety regularly reviews the performance of Prompt and at its meeting on December 17, 2009 determined that Prompt had met the terms and conditions of the contract and then recommended to the Town Council that exercising the *initial three (3) year extension* was in the best interest of the Town of Munster; and

WHEREAS, The Munster Town Council based upon a recommendation of the Munster Board of Safety, will determine that Prompt has met the terms and conditions of the contract and will act to exercise the *second three (3) year extension*, finding it to be in the best interest of the Town of Munster; and

WHEREAS, The Fire Chief and other proper officers regularly review the performance of Prompt and offers that Prompt has met the terms and conditions of the contract and recommends to the Town Council that exercising the *second three (3) year extension* is in the best interest of the Town of Highland; and

WHEREAS, Prompt Medical Transportation, Inc., has agreed to the extension; and,

Now Therefore be it Ordered by the Town Council of the Town of Highland, Lake County, Indiana:

Section 1. That it is hereby approved that the ambulance service provider extends its agreement through December 31, 2015;

Section 2. That the Town Council President is hereby authorized to execute a contract extension with Prompt Medical Transportation, Inc., under the terms of this order with his signature as attested thereto by the Clerk-Treasurer.

Be it so Ordered.

DULY, PASSED, ADOPTED and ORDERED by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board, this 26th day of November 2012 having passed by a vote of 5 in favor and 0 opposed.

WORKS BOARD of the TOWN of

HIGHLAND, INDIANA
Bernie Zemen, President (IC 36-5-2-10)

Attest:

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM
Clerk-Treasurer (IC 33-16-4-1; IC 36-5-6-5)

**Comments from the Town Council Members
(For the Good of the Order)**

- **Councilor Mark Herak:** • *Budget and Finance Chair • Liaison to the Board of Sanitary Commissioners • Liaison to the Community Events Commission • Park and Recreation Board Liaison.*

Councilor Herak recognized the Parks and Recreation Superintendent who reported that the Pumpkin Plod Annual Thanksgiving day race had 1,225 participants. He further reported that the annual Fall Arts and Crafts Fair sold out.

- **Councilor Dan Vassar:** • *Redevelopment Commission Liaison.*

Councilor Vassar recognized the Redevelopment Director who reported on recent requests made for acceptance in the façade improvement program, which included the Les Brothers Restaurant on Highway Avenue.

Councilor Vassar recognized Colleen Aguirre of the SOS Organization. (SOS is a volunteer organization that gathers and ships useful goods to service men and women in Afghanistan and Iraq.) Ms. Aguirre offered a cursory survey of the success of the recent packaging and assembling event in which parcels were filled with various items for mailing to service men and women serving in Afghanistan.

Councilor Vassar also expressed appreciation to the Public Works Director for his hand in the resurfacing on the 8700 block of Parrish Avenue.

- **Councilor Konnie Kuiper:** • *Fire Department, Liaison • Town Board of Metropolitan Police Commissioners Liaison • Chamber of Commerce Liaison.*

Councilor Kuiper expressed appreciation to Colleen Aguirre for her work with the SOS organization.

- **Councilor Brian Novak:** • *Advisory Board of Zoning Appeals, Liaison • Traffic Safety Commission Member • Northwestern Indiana Regional Planning Commission member • Lake County Solid Waste Management District Board Member.*

Councilor Novak reported that the Lake County Solid Waste Management District was considering three new potential developers expressing interest in moving forward with a "rash to ethanol" plant. It was further reported that the prospective developers were watching the status and progress of a plant in Florida using trash-to-ethanol technology.

With leave from the Town Council, a colloquy ensued between and among Councilors Herak and Novak regarding the withdrawal of the Powers proposal for the Trash to Ethanol Plant and the merits of considering any further proposals based upon such a business model and expensive technology.

Councilor Novak recognized the Metropolitan Police Chief who reported on matters that would be taken up by the Traffic Safety Commission.

- **Councilor Bernie Zemen:** *Town Executive • Chamber of Commerce Liaison • Police Pension Board Chairman • Plan Commission member • Liaison to the Board of Waterworks Directors*

The Town Council President had no formal report but expressed his hope that all had a happy Thanksgiving. He further invited the several department heads to submit any helpful information for his use on his radio show broadcast on WJOB 1230 AM.

Comments from the Public or Visitors

1. John Hoffman, 8000 Richard Street, Highland, asked the Town Council to provide times for use of the Highland High School running track by other runners who may wish to use it. Mr. Hoffman noted he needed to run in consequence of his service as a member of the armed forces.

It was noted that the Town Council had no jurisdiction over the High School running track. Mr. Hoffman was invited to consider running at the Lincoln Community Center which had indoor running facilities.

Payment of Accounts Payable Vouchers. There being no further comments from the public, Councilor Novak moved to allow the vendors accounts payable vouchers as filed on the pending accounts payable docket, covering the period November 13, 2012 through November 26, 2012 as well as the Payroll Dockets for the paydays of September 7 and October 5, 2012. Councilor Kuiper seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The accounts payable vouchers for vendors were allowed and the Clerk-Treasurer was authorized to make payment.

Vendors Accounts Payable Docket:

General Fund, \$226,491.66; Motor Vehicle Highway and Street (MVH) Fund, \$34,455.81; Local Road and Street (LRS) Fund, \$340.00; Law Enforcement Training and Supply Fund, \$1,252.43; FSA Agency Fund, \$525.00; Gasoline Fund, \$27,661.38; Information and Communications Technology Fund, \$4,681.71; Civil Donation Fund, \$1,545.61; Special Events Non Reverting Fund, \$243.00; Cumulative Capital Improvement Fund, \$34,268.55; Municipal Cumulative Capital Development Fund, \$7,368.73; General Improvement Fund, \$36.00; Traffic Violations and Law Enforcement Agency Fund, \$5,697.00; Sexual Predator Grant Fund, \$2,016.00; Special Public Safety Fund, \$6,233.00. Total: \$352,290.88.

Payroll Docket, payday of September 21, 2012:

Council Boards and Commissions, \$10,239.00; Office of the Clerk-Treasurer, \$12,037.68; Building and Inspection Department, \$7,539.72; Metropolitan Police Department, \$107,086.87; Fire Department, \$3,063.85; Public Works Department (Agency), \$54,683.96; and Police Pension Trust Fund (1925 Act), \$61,064.89; Total: \$255,715.97.

Payroll Docket, payday of October 19, 2012:

Council Boards and Commissions, \$8,060.48; Office of the Clerk-Treasurer, \$11,810.39; Building and Inspection Department, \$6,349.92; Metropolitan Police Department, \$102,285.95; Fire Department, \$29,632.28; Public Works Department (Agency), \$55,225.47; and Police Pension Trust Fund (1925 Act), \$61,064.89; Total: \$274,429.38.

Adjournment. Councilor Kuiper moved that the plenary meeting be adjourned. Councilor Novak seconded. Upon a vote *viva voce*, the motion passed. The regular plenary meeting of the Town Council of Monday, November 26, 2012 was adjourned at 7:24 O'clock p.m. There was no study session following the meeting.

Michael W. Griffin, IAMC/MMC/CPFA
Clerk-Treasurer